

[Home](#) > [ESFA e-bulletin: 1 February 2018 \(issue 205\)](#)



Education & Skills
Funding Agency

Contents

- [1. Reminder: academies admissions arrangements](#)
- [2. Reminder: deadline for T level consultations approaching](#)
- [3. Action: national non-domestic rates claims](#)
- [4. Action: Get information about schools link not working](#)
- [5. Action: user research – Information Exchange](#)

1. Reminder: academies admissions arrangements

Academies must have determined their admissions arrangements for entry in September 2019 by 28 February 2018. They must publish their admissions arrangements on their website and send a copy to their local authority by 15 March 2018.

Academies must also publish their timetables for organising and hearing admission appeals on their websites by 28 February 2018.

Please follow the statutory requirements in both the [School Admissions Code](#) and the [School Admission Appeals Code](#) when determining admissions arrangements and organising admission appeals.

The school workforce census is a statutory data collection. You have a legal obligation to submit a return. You can see what you [must provide by law](#).

2. Reminder: deadline for T level consultations approaching

We would like to remind institutions that the deadline for responding to the [consultation on the implementation of T level programmes](#) and [consultation on occupational maps](#) closes on 8 February 2018.

We would like to thank all the delegates that attended the consultation events, which took place in January. Your responses to these consultations are important to make sure T levels are a success.

3. Action: national non-domestic rates claims

If you haven't yet claimed for national non-domestic rates (NNDR) for the 2017 to 2018 financial year, you should complete the [online claims form](#) by 31 March 2018.

Depending on monthly payment deadlines, ESFA will make payment within 2 months of receiving a claim.

We'll refresh the form in April 2018 to allow claims for financial year 2018 to 2019 to be submitted. It will still be available for claims for 2015 to 2016, 2016 to 2017 and 2017 to 2018.

If you need to make additional claims for 2014 to 2015 and financial years prior to this, you should contact us using our [enquiry form](#). Please attach relevant invoices relating to the additional claims.

4. Action: Get information about schools link not working

We're aware of an issue accessing the get information about schools website via secure access. Please use the following steps to update your school records.

1. Navigate to: <https://get-information-schools.service.gov.uk/>.
2. Sign in with your secure access details.
3. Edit/confirm your establishment details.
4. Navigate back to the secure access website and the link will be updated and services unlocked.

5. Action: user research – Information Exchange

The Information Exchange is an ESFA business to business portal for the exchange of information between the agency and our partners. We want to talk to anyone who actively engages with the Information Exchange portal to understand your user experience and interactions with the system.

5.1 Meeting times:

Wednesday, 7 February 2018

10am - 11am

11.30am – 12.30pm

1pm - 2pm

2.30pm – 3.30pm

4pm – 5pm

Monday, 12 February 2018

10am - 11am

11.30am – 12.30pm

1pm - 2pm

2.30pm – 3.30pm

4pm – 5pm

To join us for a one-hour web meeting, please email PDS.MAILBOX@education.gov.uk stating your preferred slot and we will confirm your place. If you can't make these times but would like to take part – please email us and we'll arrange a suitable time with you.

This research will help us identify what works well for you and where we may need to make improvements. We hope you are able to join us and share your insights.

[Is there anything wrong with this page?](#)

Services and information

[Benefits](#)

[Births, deaths, marriages and care](#)

[Business and self-employed](#)

[Childcare and parenting](#)

[Citizenship and living in the UK](#)

[Crime, justice and the law](#)

[Disabled people](#)

[Driving and transport](#)

[Education and learning](#)

[Employing people](#)

[Environment and countryside](#)

[Housing and local services](#)

[Money and tax](#)

[Passports, travel and living abroad](#)

[Visas and immigration](#)

[Working, jobs and pensions](#)

Departments and policy

[How government works](#)

[Departments](#)

[Worldwide](#)

[Policies](#)

[Publications](#)

[Announcements](#)

[Help](#) [Cookies](#) [Contact](#) [Terms and conditions](#) [Rhestr o Wasanaethau Cymraeg](#)

Built by the [Government Digital Service](#)

OGL

All content is available under the [Open Government Licence v3.0](#), except where otherwise stated



© Crown copyright